

# WSDOT LIBRARY CARD APPLICATION



Note: This form is not intended for online use. Please print it out, complete and sign it, and then fax to us or send it through interoffice mail.



WHERE TO  
TURN

**WSDOT Library**

360-705-7750

MS: 47425

library@wsdot.wa.gov

**Name:**

Please Print

(Last Name, First Name, Middle Name)

**State Agency:**

**Division:**

(Please Spell Out Agency Name)

**Work Mailing Address:**

Mailstop/PO Box/Street/Apt. No.

City

Zip+4

**Home Address:**

Street/PO Box

City

Zip+4

**Work or Message Telephone:**

**Home Telephone:**

(Area) 999-9999

(Area) 999-9999

**E-mail Address:**

I understand and agree that if I borrow library materials or equipment from the WSDOT Library, and if the items are not returned, or if they are returned with damage, I will pay replacement costs and/or associated fees. I also understand and agree that I am fully responsible for all library materials or equipment checked-out on my library card, with or without my consent.

**Signature:**

**Date:**

Please note: Your signature must be on file at the WSDOT Library before a permanent library card will be issued.

Please mail this form to **MS 47425** or **PO Box 47425 Olympia WA 98504-7425** or fax to **360-705-6831**.



**WSDOT Library**

360-705-7750

MS: 47425

library@wsdot.wa.gov

## WSDOT Library Use Only

Barcode #:

Patron #:

Staff Initials:

Date:

**Questions?** Call: (360) 705-7750 Between 8:00 a.m. – 5:00 p.m., Monday – Friday

Mail: WSDOT Library, PO Box 47425, Olympia, WA 98504-7425

Internet: <http://www.wsdot.wa.gov/Research/library.htm>

Fax: 360-705-6831

Washington State Administrative Code (304.20.060) states: (1) Privacy of inquiry is central to freedom and the success of a democratic society. Any state library record, the primary purpose of which is to maintain control of library materials, or to gain access to information, which discloses or could be used to disclose the identity of a library user, is exempt from public disclosure, in accordance with RCW 42.17.310. The state library will not disclose these records, outside the requirements of RCW 42.17.310 and absent judicial action to compel such disclosure.

Revised Code of Washington (42.17.310) states: (1)(l) The following are exempt from public inspection and copying; Any library record, the primary purpose of which is to maintain control of library materials, or to gain access to information, which discloses or could be used to disclose the identity of a library user.

Revised Code of Washington (42.17.260) states: (9) This chapter shall not be construed as giving authority to any agency... to give, sell or provide access to lists of individuals requested for commercial purposes....unless specifically authorized or directed by law.